

ADDITIONAL INSTRUCTIONS AND INFORMATION

REPORT CHECKLIST - Before filing your report, have you?

- Sent owner notification letters to all owners with accounts \$50.00 or more?
- Signed Form UP-1S statement verification?
- Enclosed a check for the total amount due payable to GEORGIA DEPARTMENT OF REVENUE UNCLAIMED PROPERTY PROGRAM?
- Posted federal tax identification number on all pages of the report?
- Electronic filers: Clearly labeled CD and have a hard copy of Form UP-1S to send?
- Securities: Completed DTC Transfer Form UP-3S?

TO FILE AN EXTENSION

- Reports are due by November 1, 2006. Extensions may be granted up to 90 days.
- Mail or fax a written request to the Unclaimed Property Program at least 30 days prior to the report due date.
- Provide an estimated filing date and the reason for the extension.

REMITTING ABANDONED SECURITIES

- Securities must be electronically transferred to Georgia's custodial account. Use the following information when making this transfer:

CUSTODIAN - Merrill Lynch, Fenner, Pierce & Smith
DTC NUMBER - 5198
GEORGIA'S ACCOUNT NUMBER - 70B-07F28

- Use Form UP-3S to record confirmation of securities transfer.

NEED MORE HELP?

Georgia's Unclaimed Property staff will be glad to answer any questions regarding unclaimed property. Please contact us at:

Georgia Department of Revenue
Unclaimed Property Program
4245 International Parkway, Suite A
Hapeville, GA 30354-3918
Telephone: (404) 968-0490
Fax Line: (404) 968-0772
Email: ucpmail@dor.ga.gov